

<hr/> School Food Authority	<hr/> Month/Year
<hr/> School	<hr/> Name of Person Completing This Form (Print)

MEALS PER LABOR HOUR BASED ON MEAL EQUIVALENTS

(Convenience Method of Preparation)*

I. Determining Meal Equivalent Meal Equivalents

<hr/> Breakfast ADP	$\div 3 =$	<hr/>
<hr/> Lunch ADP	$=$	$+$ <hr/>
<hr/> After School Snack ADP	$\div 4 =$	$+$ <hr/>
<hr/> Average Daily Income For Misc. Ala Carte Sales	$\div \$3.00 =$	$+$ <hr/>
Total Meal Equivalents		$=$ <hr/>

II. Calculating Meals Per Labor Hour

<hr/> Total Meal Equivalents	\div	<hr/> Hrs. Devoted to Preparation Serving and Clean-Up (Must include at least 1/2 of Managers Time)	$=$	<hr/> Meals Per Labor Hour (MPLH)
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III. Comparison of School MPLH to Staffing Guidelines

<hr/> Current MPLH	versus	<hr/> MPLH Per Guidelines (See Chart Below)
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SCHOOL STAFFING GUIDELINES/SCHOOL FOOD SERVICE

1 # OF MEAL EQUIVALENTS SERVED (ME's)	2 MEALS PER LABOR HOUR (MPLH)	3 TOTAL LABOR HOURS
UP TO 100	9	9 – 11
101 – 150	10	11 – 14
151 – 200	12	14 – 16
201 – 250	14	16 – 18
251 – 300	15	18 – 20
301 – 400	16	20 – 25
401 – 500	18	25 – 28
501 – 600	18	28 – 34
601 – 700	19	34 – 37
701 – 800	20	37 – 40
801 – 900	21	40 – 43
901 – 1,200	22+	44 – 70
1,201 – 1,500	22+	54 – 87
1,501 – 1,800	22+	67 – 104
1,801 – 2,100	22+	82 – 121

- KEY 1. ME's: 3 Breakfast = 1 ME; 1 Lunch = 1 ME; 4 After School Snacks = 1 ME and \$3.00 of Misc. A la Carte = 1 ME
 2. Recommended meals per labor hour based on meal equivalents
 3. Total Labor Hours -- hours devoted to preparation, serving and clean-up employed in the kitchen

* The convenience method of preparation is using the maximum amount of processed foods (example: all bakery breads, pre-fried chicken, proportioned condiments and disposable dishes)